

DEPARTMENT OF THE ARMY  
PORTLAND DISTRICT, CORPS OF ENGINEERS  
P.O. Box 2946  
Portland, Oregon 97208-2946

NPPSO  
Regulation  
No. 385-2-15

1 February 1977

Safety  
OCCUPATIONAL SAFETY AND HEALTH PROGRAM  
FOR THE FEDERAL EMPLOYEE

1. Purpose. This regulation provides guidance for the implementation of requirements of the Code of Federal Regulations, Title 29, Part 1960, "Safety and Health Provisions for Federal Employees."

2. Applicability. Applicable to all Federal employees of the Portland District, U.S. Army Corps of Engineers.

3. References.

a. Code of Federal Regulations, Title 29, Part 1960, Safety and Health Provisions for Federal Employees.

b. President's Executive Order 11807, Occupational Safety and Health Programs for Federal Employees.

c. AR 385-10 and Supplements.

d. NPDR 385-1-10, and NPP Supplement, Safety Administration Manual.

e. OSHA Poster 2219 (sent out to Distribution F, Official Bulletin Boards).

f. Implementing instructions by Memorandum from District Engineer, 1 February 1977, "Occupational Safety and Health Protection for Federal Employees" (sent out to Distribution F, Official Bulletin Boards).

g. Booklet "Occupational Safety and Health for the Federal Employee," U.S. Department of Labor (sent out to Distribution M).

h. Booklet "About OSH Programs." Scriptographic (sent to all employees).

4. General. The Occupational Safety and Health Act of 1970 (OSHA), Public Law 91-596, requires employers to furnish employees a working environment free from recognized hazards. The referenced Executive Order implemented Part 1960 which applies to Federal Employees.

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\*This regulation rescinds PDC 385-2-1, 10 February 1976.

## 5. Requirements.

a. Implementation of the "Safety and Health Provisions for Federal Employees" within the Portland District will be accomplished as far as practical within existing administrative procedures through the normal supervisory chain of command.

b. Reference a requires that OSHA Poster 2219 (reference e) and implementing agency procedures (reference f) be posted in a conspicuous place where notices to employees are customarily posted. This will be done on official District bulletin boards.

c. References e and f inform employees of protections and obligations provided for in the agency program. All supervisors should be informed of these protections and the obligations which are highlighted below:

(1) Agency's (management and supervisors) Responsibilities:

(a) Designate a Safety and Health Official to Administer Your Agency Program. OSHA Poster 2219 (reference e) gives the designated agency official for the Corps of Engineers and the safety and health designee for the Portland District.

(b) Issue Safety and Health Standards. Corps of Engineers and other applicable standards have been furnished to you previously.

(c) Set of Procedures for Reporting Unsafe or Unhealthful Working Conditions. Procedures for reporting unsafe or unhealthful working conditions are contained in reference f.

(d) Inspect Periodically Agency Workplaces. Inspections will be accomplished by the Technical Division having jurisdiction over the workplace and by the Office of Administrative Services for the District Office. They will utilize as inspectors personnel with sufficient technical competence to recognize unsafe or unhealthful working conditions in the workplaces to be inspected. All workplaces will be inspected at least annually. For workplaces where there is an increased risk of accidental injury or illness due to the nature of the work, safety and health inspections will be conducted at least semi-annually. In cases such as chemical or machine processes or material handling or loading operations where there is increased hazard, the assistance of staff personnel or specialists should be obtained in evaluating the safety and health of working conditions while making an inspection. The above inspections are in addition to staff inspections and visits.

(e) Post Notices of Unsafe or Unhealthful Working Conditions. Notices of unsafe or unhealthful working conditions discovered during inspections must be posted near the unsafe or unhealthful conditions by the supervisor in charge for 3-days or until the condition is abated, whichever is later. Posting instructions are contained in reference f.

(f) Take Corrective Action. All supervisors should take immediate corrective action wherever possible to eliminate unsafe or unhealthful working conditions brought to their attention and within their area of responsibility and authority (See NPDR 385-1-10 and NPP Supplement thereto). Corrections must be made immediately in the case of imminent danger. Plans for abatement of unsafe and unhealthful working conditions that cannot be corrected within 30 days, or which remain uncorrected for 30 days or more, will be handled in accordance with reference f.

(g) Set Up Management Information Systems to keep records of occupational accidents, injuries, illnesses, and their causes, and to post annual summaries of injuries and illnesses 30 days at each workplace. This is now done by the Safety Office and furnished to you monthly and periodically as needed for posting.

(h) Conduct Training Programs for management and employees in job safety and health matters. Training will be conducted in accordance with NPDR 385-1-10 and NPP Supplement thereto.

(i) Establish Safety and Health Committees. Information about the District Safety and Health Council will be provided at a later date.

(j) Report Serious Accidents. Accidents will continue to be reported in accordance with AR 385-40 and as supplemented.

(2) Employee Responsibility. Employees must comply with agency occupational safety and health standards and with all its directions and actions that carry out their job safety and health program. If they exercise their rights under the agency's job safety and health program, they will be protected from any discrimination, restraint, interference, coercion or reprisal. How well they carry out their responsibilities may be a factor in their overall job evaluation.

(3) Employees Rights:

(a) The Right of Access to copies of agency's standards, injury and illness statistics, and procedures. This information is currently available through the supervisor.

(b) The Right to Comment on Standards Your Agency Proposes. Procedures for commenting on standards are contained in reference f.

(c) The Right to Assist in Inspections and tell inspectors about unsafe or unhealthful working conditions. Supervisors will give employees this opportunity.

(d) The Right to Report and Request Inspections of Unsafe or Unhealthful Working Conditions. Reporting procedures are contained in reference f.

(e) The Right to Appeal if the employee disagrees with the agency's final disposition of unsafe or unhealthful working conditions by complaining in writing to the Department of Labor. Appeals must follow procedures in reference f.



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